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ABSTRACT

This document provides materials developed by Iowa's community colleges in establishing the Iowa Community College Consortium for Study Abroad, as well as materials from a Consortium study abroad program in England. First, a timeline is presented of actions taken between April 1994 and November 1996 in the development of the Consortium, including meeting dates, mailings to Iowa college presidents, the creation of a brochure, site visits to London, and the determination of colleges with students enrolled in the program and those interested in participating in the Consortium. Next, 16 guidelines for participating colleges are presented, reviewing methods for voting, responsibilities of the Consortium, methods for developing curricula, and minimum requirements for student participants. Following an overview of the Consortium, including a mission statement and description of goals, information is provided on a semester abroad program in England developed by the Consortium and Kirkwood Community College (KCC). Information is provided on the length of the program, available courses, travel, housing, and the cost per participant, indicating that charges for the program fee, a damage deposit, airfare, and KCC tuition total $5,745. Next, a sample mid-program evaluation instrument developed for the KCC program is presented, including questions on courses taken; instructional quality; satisfaction with housing, classrooms, and transportation; and students' best and worst experiences. Finally, sample responses are presented from a fall 1996 mid-program evaluation. (HAA)

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ED 405 909

How Iowa Community Colleges Developed a Consortium for Study Abroad

John Halder

Kirkwood Community College

Community Colleges for International Development Annual Conference (20th, Orlando, FL, February 2-4, 1997)

JC 970 177

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CCID 20th Anniversary Conference February 1997

"How Iowa Community Colleges Developed a Consortium for Study Abroad"

John Halder, International Studies Director
Kirkwood Community College
Cedar Rapids, Iowa

Cathy Fagan, Vice President, Partnership Programs
American Institute for Foreign Study

Presentation:

The benefits of a consortium	Halder/Fagan
From the perspective of a college	
state	
provider	
How to generate the initial interest among colleges	Halder
How to sustain that interest	Halder/Fagan
What has worked in Iowa	
Presidents	Halder
Stanley Foundation	Halder
Fact finding tour	Fagan
Organization	
Advocate	Halder
Time	
(handout of timeline)	
Working with a reputable travel company	Halder/Fagan
Services to be provided	Fagan
Evaluation	Halder
(handout)	

Timeline for Creating a Consortium

The following represents the Iowa experience:

There are 15 community colleges across the state of Iowa.

April 1994 — Letter to all Iowa Chief Academic Officers regarding first meeting.

May 1994 — First meeting:
- Six colleges participate.
- Agree to work with the American Insitute for Foreign Study.
- Agree to "pool" short-term programs.
- Agree to develop a semester length program.

Spring 1995 — Create brochure to share short-term study abroad programs.

Feb 1995 — Letter to all Iowa college presidents inviting participation in Semester abroad.

April 1995 — Kirkwood and Iowa Central make site visit to London

Fall 1996 — Colleges with students enrolled in Semester in Cambridge Program.
- Kirkwood 20 students
- Iowa Central 3 students
- Eastern Iowa 1 student

Nov 1996 — Colleges expressing interest in Consortium and its Programs:
- Kirkwood Community College
- Eastern Iowa Communty College District
- Iowa Central Community College
- Des Moines Area Community College
- Iowa Lakes Community College
- Ellsworth Community College
- Northeast Iowa Community College
- North Iowa Community College

IOWA COMMUNITY COLLEGE STUDY ABROAD CONSORTIUM

GUIDELINES

1. Colleges that wish to join the Iowa Community College Study Abroad Consortium, hereinafter referred to as the Consortium, after the date of execution of this document must be approved by a majority vote of the Consortium members.

2. Each Consortium College shall appoint one person to serve on the Consortium. The Chair shall call meetings as needed and a quorum shall require the presence of two-thirds or more of the members who make up the Consortium.

3. The Consortium shall function as a policy advisory unit in the administration of the program and, among other responsibilities, shall be charged with determining the curriculum content of the program, staffing needs, and other activities necessary to maintain a quality instructional program.

4. In the initial start-up period, Kirkwood Community College will provide administrative coordination, in consultation with consortium members. The consortium members will jointly decide these arrangements in future years.

5. The Consortium will try to maintain a goal of a ratio of 15 students to one instructor each semester.

6. The lead school shall have the prerogative to appoint the first instructor, who will serve as on-site coordinator, with the approval of the Consortium. All other instructors will be selected by the Consortium from a competitive pool.

7. The Consortium shall develop each semester's curriculum. The curriculum, including disciplines and courses to be taught, shall be based on the desire to provide curricular breadth and shall capitalize on the strengths of appointed instructors. Standards for courses, instructors, texts, out-of-classroom assignments and grading practices shall, as a minimum, be equivalent to those required at the home institution.

8. The salary of the instructors in the Study Abroad Program shall be paid by their respective institutions. Each school with a faculty member participating shall be responsible for paying fringe benefits and any non-salary pre-requisites of that person with the other institutions in the program paying a percentage of the instructor's salary. This percentage is based upon the number of students from that institution participating.

9. All students shall be enrolled through their own institution.

10. Instructors remain employees of their respective employer college and remain generally subject to the rules and regulations of their employer college as may be reasonable and appropriate considering the foreign study program itself and its locale. Instructors shall be entitled to sick leave and fringe benefits otherwise provided when serving on campus, subject to appropriate sick leave verification by the on-site coordinator.

11. Instructors must sign the attached agreement from the Consortium regarding their instructional responsibilities while teaching abroad. Instructors must meet State of Iowa credentialing.

12. To be considered for the program, students must have completed four semester hours with a 2.8 GPA by the time they begin the semester program. Students who do not meet these criteria may petition the Chief Academic Office of the sending college.

13. Students shall be required to enroll in and maintain a minimum of 12 semester hours, including 3 units of the British Life & Culture class offered by AIFS.

14. The Fall Semester for the Study Abroad Program shall normally commence on or about Labor Day and the Spring Semester on or about January 4.

15. This Consortium shall continue until rescinded by a quorum of the members. Agreement regarding the continuation of the Consortium will be contingent upon sufficient enrollment to maintain an effective program.

16. In order to allow adequate marketing, recruiting and planning, schools wishing to participate in the program will maintain membership for a minimum of two years.

President _____ Date_____

College _____

Iowa Community College Study Abroad Consortium Guidelines

Des Moines Area Community College	Representative: _____
Eastern Iowa Community College District	Representative: _____
Hawkeye Community College	Representative: _____
Indian Hills Community College	Representative: _____
Iowa Central Community College	Representative: _____
Iowa Lakes Community College	Representative: _____
Iowa Valley Community College District	Representative: _____
Iowa Western Community College	Representative: _____
Kirkwood Community College	Representative: _____
North Iowa Area Community College	Representative: _____
Northeast Iowa Community College	Representative: _____
Northwest Iowa Community College	Representative: _____
Southeastern Community College	Representative: _____
Southwestern Community College	Representative: _____
Western Iowa Tech Community College	Representative: _____

Iowa Community College Consortium for Study Abroad

Overview Document

Mission Statement

* The consortium will act as a core group for the planning and marketing of study abroad programs.

* The consortium will assist with the development of both long and short-term international academic exchanges.

* The founding colleges are Eastern Iowa Community College District, Kirkwood Community College, Des Moines Area Community College, and Iowa Central Community College. Other currently participating colleges are Indian Hills Community College, Ellsworth Community College, NIACC, and Northeast Iowa Community College.

* The objectives are to offer various levels of participation for the Iowa community colleges and to support the growth of international academic exchanges.

Rationale

According to the 1992-1993 edition of "Open Doors: Report on International Educational Exchange," the number of American students earning credit for international academic experiences have been increasing. Currently, 71,154 American students are enrolled abroad, including 1,673 students from Iowa colleges.

Individual community colleges often have difficulty recruiting enough students to allow study abroad programs to occur. By forming a consortium, the Iowa community colleges can collectively facilitate the expansion of successful study abroad opportunities.

Definitions

Short-term programs: These will consist of any study abroad activity that is less than a semester in length. Short-term programs may occur during interim periods or during scheduled academic terms, and may be for credit or non-credit.

Long-term programs: These will consist of a study abroad activity of at least a semester in length, and may be for credit or non-credit.

Lead school: Community College which is organizing the study abroad program.

Goals

* The participating colleges will advertise consortium activities in their published schedule of classes and in other marketing materials.

* Each year members will notify the consortium of the international exchange programs they wish to share.

* In short-term programs, it is likely that the lead school offering the study abroad activity will award the credits and will receive the tuition.

* If the short-term program is non-credit, it is likely that the lead school will claim reimbursable contact hours.

* For long-term programs students will enroll for credit or non-credit at their own institution. Those campuses with students enrolled would pay a percentage of the instructor's salary.

* The lead school offering the program will provide the faculty member. If enrollment in the activity warrants more personnel, the consortium will determine from which college the additional faculty will come.

* The consortium will only work with experienced, bonded, educational travel organizations. If this is not the case it should be clearly stated in the promotional material.

* In the initial start-up period, Kirkwood Community College will provide administrative coordination, in consultation with consortium members. The consortium members will jointly decide these arrangements in future years.

* For marketing and organizational purposes, the planning cycle will be at least one year ahead of the current academic year.

Kirkwood Community College
in conjunction with the Iowa Community College Consortium for Study Abroad

Semester in England
Fall 1997

General

The program is currently organized in conjunction with the American Institute for Foreign Study (AIFS), who have a thirty year record of providing this type of program. They arrange the classrooms, transportation, ground support, homestays, hotels, bus/train passes, etc.. The academic part of the program is provided by Kirkwood and the other colleges in the consortium.

Academic Program

You will be taking Kirkwood credits while studying IN Cambridge. You are NOT studying AT Cambridge University. Students from the other Iowa colleges will be taking credits from their institutions.

The program will last for 12 weeks. Five in Cambridge, two in London, and the remaining five in Cambridge again.

Depending on the Instructor, courses will be offered in the Arts and Humanities/Social Sciences (Course selection will be made after the instructor is chosen).

Courses being offered in Cambridge during the Fall 1997 academic semester:

Composition I	3 credits
Composition II	3 credits
Elementary Spanish I & II	4 credits
Intermediate Spanish I & II	4 credits
Introduction to Dramatic Literature	3 credits
Introduction to Fiction	3 credits
Culture and Technology	3 credits
Introduction to Film	3 credits
British Life and Culture	3 credits
Independent Study	

Students will be required to take minimum of 12 credits.

Travel

The land and air components are arranged for us by AIFS. Students will have optional return dates and locations. for example, although the official program finishes in early December, a student may opt to return home from another European location such as Paris, Prague, Rome, etc.. There will be a small additional charge for this.

During the London component of the program, students will have ample opportunity to visit the museums and art galleries/theaters, sites, etc.. Reduced price tickets will be available. Underground (metro)/bus passes will be included in the program cost.

Special trips and visits over weekends are built into the program cost. They may include trips to the Roman city of Bath; Stratford-upon-Avon; Stonehenge; Cathedral City of York.

Housing

In Cambridge the housing is currently with homestays. In London, students stay in a tourist class hotel. We are currently researching some alternative housing arrangements in Cambridge. If this becomes available we will inform students.

Cost

Study abroad programs are eligible for Financial Aid. Students should talk to Peg Julius, Director Financial Aid, Rm 205 Kirkwood Hall. Ext: 5682.
We will make arrangements for her to visit with students during a special meeting.

A limited number of scholarships ($300.00) will be available.

Provisional Estimate of Expenses:

Program Fee	$4,145.00
Damage Deposit	$ 150.00
Airfare	$ 790.00
Kirkwood Tuition (12 credits)	$ 660.00
Total	**$5,745.00**
Add:	
Personal Spending	
Optional Additional Trips @ $100.00 each	
Optional Baggage Insurance and Medical Upgrade @ $100.00	

Questions?
Call John Halder ext: 5653/Vicki Conley etx: 1257, International Studies, 134 Linn Hall.

Iowa Study Abroad Consortium

Semester in England

Mid Program Evaluation

This is one of two short evaluations you will be asked to complete. The second will be mailed to your home address in the United States after the program is over. These evaluations help us to assess how the program is going, to make any mid-course corrections, and to improve the program for students in the future.

Name (optional) .....

Courses being taken	**Instructional Quality**		
(Please Check)	Poor	Good	Excellent
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....		.....	....
.....	.....	.....	.....

Please explain the rationale you used in rating the instructional quality:

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Housing

Have you been satisfied with your host family?

Yes..... No.....

If "No", please explain:

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Did you take steps to have the situation rectified? If so, please explain:.....

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Were you satisfied with the response? Yes..... No.....

If "No", please explain:

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Classrooms

Please indicate your satisfaction with the classroom facilities in Cambridge and London.

Cambridge (please check appropriate boxes)

Bad .... Good .... Excellent ....

London

Bad .... Good .... Excellent ....

Transportation

Have you been satisfied with the air transportation arrangements?

Yes .... No .... (please check appropriate box)

If "No", please explain:

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Have you been satisfied with the ground transportation arrangements?

Yes .... No .... (please check appropriate box)

If "No", please explain:

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If you had to describe this program for someone, what would you say?

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Describe the best thing that has happened during the program:

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Describe the worst thing that has happened during the program:

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Please add any other comments, good or bad, which could help us improve the program, or market it more successfully to other students.

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Thank you for your time.
Sincerely, John Halder.
Iowa Study Abroad Consortium

Revised 7.8.96

Iowa Community College Study Abroad Consortium

Program Evaluation
Cambridge/London Semester Abroad Program Fall 1996

Comments from the students studying in Cambridge with the Semester Abroad program Fall 1996. These questionnaires were completed approximately five weeks into the twelve week program (September 12 - December 7 1996).

If you had to describe this program for someone, what would you say?

"It is the most wonderful thing you could ever do. I would say that you need to keep an open mind and be positive. Not everything will always work how you want it. There will be unexpected things happening. Keep a positive outlook and it won't seem so bad."

"I'm having a great time, spending a lot of money, but it really is worth spending. The people I've met are one of the best things about the trip. Cambridge is great."

"It is a pressurized experience in which there is an overwhelming array of options, attractions, distractions and precious little time....."

"It is a great experience, one that I will always remember."

"Bring more money."

"Cambridge is marvelous - people - experience."

"It is a great experience to come here. It is really different that in America. Everything is beautiful."

"It is a wonderful opportunity to live in another culture, even though the life style is different you know it's not for ever. You need to find things that interest you and then do them. Also the chance to travel to many countries is available with all countries so close together."

"The chance of a lifetime to be in a city steeped in history and academia. Kendall (assuming he does it again) is a perfect teacher and colleague. Brilliant."

Describe the best thing that has happened during the program.

"My (host) family is so wonderful. They treat us like we belong and give us so much information. Hiring a bike was the best idea too."

"I saw "Midsummer's Nights Dream" at Stratford by the RSC. It was just magic!"

"The lectures, the cultural opportunities, plays, museums, intelligent conversation."

"I have become more independent, and having to make more decisions on my own."

"Expansion of my personal experiences and growth in my fields of interest."

"The chance to travel is great. The history here is overwhelming."

"This trip - really every day something great happens."

"I received a package of Oreos and Doritos in the mail, because I miss the food so much."

Describe the worst thing that has happened during the program.

"Nothing.....yet (knock on wood)."

"I end up paying quadruple what everyone else does because I have a calling card and not a phone card."

"My bike was stolen (my fault)! Expensive here!"

"I really hoped that there would be more people like me into alternative rock'n'roll."

"Host family too far from the classrooms."

"Nothing."

"Running out of money."

"Having to walk to school everyday."

"Got really sick from walking in the rain."

"I drove all the way to Scotland and back. I would not wish that on anyone."

"Nothing - I make the best of everything, and keep a positive attitude."